

**CERTIFIED INTERIOR DESIGNERS SECTION MEETING**  
**MINUTES**

The Certified Interior Designers Section of the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on November 9, 2006, at the Department of Professional and Occupational Regulation, 3600 West Broad Street, Richmond, Virginia, with the following members present:

Lorri B. Finn  
Cameron C. Stiles

Staff present for all or part of the meeting were:

David B. Ashe, Chief Deputy  
Mark N. Courtney, Executive Director  
Marian H. Brooks, Program Administrator  
Michelle Gowen, Administrative Assistant

No representative was present from the Office of the Attorney General.

Ms. Stiles, Chair, called the meeting to order at 9:00 a.m.

**Call to Order**

Ms. Finn moved to approve the agenda. Ms. Stiles seconded the motion which was unanimously approved by members: Finn and Stiles.

**Approval of  
Agenda**

**Public Comment Period** – No comments were made to the Section members

**Public Comment**

Ms. Stiles disclosed that she is a member of the Council for Interior Design Accreditation Commission as well as former Site Visitor and member of the Evaluation Commission and has visited and acted on accreditation decisions for other facilities of the Art Institute; however, she has not visited this particular school and believes that she can be fair and impartial in this matter.

**Consideration of  
Request from  
the Art Institute  
of Washington**

The Section members reviewed the information provided by The Art Institute of Washington. Ms. Stiles moved to recommend that the Board approve The Art Institute of Washington's application to be a "professional program approved by the Board" as the program is substantially equivalent to the CIDA standards. Ms. Stiles added that the approval is only for the March 2006 graduates and will have to be reviewed for each graduating class, against the then current standards, until the school has become

accredited through CIDA. Ms. Finn seconded the motion which was unanimously approved by members: Finn and Stiles.

Mr. Courtney provided the section members with some background information on the CPE Committee and his recommendations. Ms. Stiles stated that in addition to the two members from each licensed section, there should be one member of each certified section of the APELSCIDLA Board on the committee for the purpose of potential future CPE requirements for the certified professions. Ms. Finn agreed with this recommendation and would like the full Board to consider this request.

**Discussion of  
CPE Committee**

The Section members were provided with a memo from staff about the use of professional seal and signature for zoning land use applications pursuant to 18 VAC 10-20-760. Mr. Courtney prepared a response to the letter for review by the Sections as indicated at the previous APELSCIDLA Board meeting.

**Discussion of  
Professional Seal  
& Signature for  
Zoning Land  
Use**

Ms. Finn reviewed topics to be covered at the Annual meeting beginning today in Louisville, Kentucky.

**Discussion of  
Upcoming  
NCIDQ Annual  
Meeting**

The Section members were provided with various correspondence received from NCIDQ.

**Discussion of  
Correspondence  
from NCIDQ**

Mr. Courtney reminded the Section members that the full APELSCIDLA Board meeting will be held on December 12, 2006.

**Other Business**

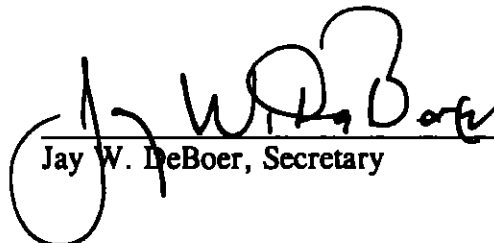
Conflict of Interest forms were completed by all members present.

**Conflict of  
Interest Forms**

There being no further business, the meeting was adjourned at 9:30 a.m.

**Adjourn**

  
Cameron C. Stiles, Chair

  
Jay W. DeBoer, Secretary

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

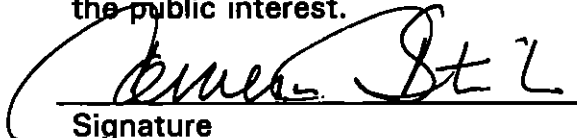
1. Name: Cameron C. Stiles
2. Title: Member
3. Agency: Certified Interior Designers Section
4. Transaction: Section Meeting on November 9, 2006

5. Nature of Personal Interest Affected by Transaction: I AM A MEMBER OF ACCREDITATION COMMISSION FOR CIDS AND HAVE VISITED ACADEMIC ACCREDITATION DECISIONS FOR OTHER MI FACILITIES BUT NOT TO THIS PARTICULAR
6. I declare that: SCHOOL. + BELIEVE I CAN BE FAIR AND IMPARTIAL IN THIS MATTER

(a) I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

  
Signature

11/9/06  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Lorri Finn
2. Title: Member
3. Agency: Certified Interior Designers Section
4. Transaction: Section Meeting on November 9, 2006
5. Nature of Personal Interest Affected by Transaction: NONE
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6. I declare that:

(a) I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

  
Signature

11-9-06  
Date